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IRAQ

IRAQ ADMINISTRATIVE REFORM PROJECT

MONTHLY PROGRESS REPORT

APRIL 2016

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ACRONYMS

BIAP	Baghdad International Airport
BPD	Barrel Per Day (Oil)
CCR	Continuous-generation Catalytic reforming unit
COMSEC	Council of Ministers Secretariat
COP	Chief of Party
DG	Director General
DGGC	Directorate General of Government Contracts
EPC	Engineering, Procurement, and Construction
FY	Fiscal Year
GO	Governor Office
Gol	Government of Iraq
GPS	Global Positioning System
HQ	Headquarter
IDC	Iraqi Oil Drilling Company
IDMS	Iraq Development Management System
IED	Improvised Explosive Device
IG	Inspector General
INMS	Iraqi National Monitoring System
IQD	Iraqi Dinar
ISF	Iraqi Special Forces
ISO	International Organization for Standardization
IT	Information Technology
LC	Letter of Credit
MLDW	Mobil Lube De-waxing Process
MoFA	Ministry of Foreign Affairs
Mol	Ministry of Interior
MoO	Ministry of Oil
MoP	Ministry of Planning
MRC	Midland Refineries Company
MSI	Management Systems International
NCMDIT	National Center for Management Development and Information Technology
NDP	National Development Plan
OD	Organization Development
OJT	On- Job-Training
OPC	Oil Pipelines Company
PKK	Kurdistan Workers' Party
PSC	Private Security Company
RFP	Request for Proposal
SBDs	Standard Bidding Documents
SCOP	State Company for Oil Projects
SOC	South Oil Company
SPP	Standard Procurement Process
SRC	South Refineries Company
ToR	Terms of Reference
ToT	Training of Trainers
UNDP	United Nation Development Program
USAID	United States Agency for International Development
USG	United State Government

SUMMARY

Oil During this reporting period, USAID-*Tarabot* further developed and integrated its support to the Ministry of Oil (MoO), refining its overall vision and goals with the aim of increasing oil revenues through immediate practical solutions to existing oil sector deficiencies and problems.

USAID-*Tarabot* is working closely with senior officials in the Iraqi Oil sector to overcome difficulties in project implementation and contracting by applying project management techniques, and resolving contract disputes. It is also assisting selected MoO directorates in organizational development of their contracts departments, and drafting job descriptions for their staff. Coordination continues with these directorates to clarify and improve the roles, responsibilities and lines of authority within MoO.

Additionally, outdated, harmful, and contradictory laws, regulations, and instructions are being reviewed with the aim of transferring powers from higher to lower levels of the bureaucracy. In the meantime, USAID-*Tarabot* continues its support to MoO staff to qualify them and assist them to complete the steps of the PMP certificate exam.

Procurement USAID-*Tarabot* continued providing technical support to the MoP Help Desk on the use of the consultant services on the standard bidding documents (SBD's) and delivering technical assistance to GoI entities. It also assists MoP on the Public-Private-Partnership (PPP) program, delivering technical support and helping MoP to conduct the program.

Iraq Development Management System The Minister of Planning approved the IDMS system for mandatory use by all government bodies to submit and monitor government investment projects. He immediately allocated space, funds and personnel to manage this, and authorized the establishment of a IDMS Help Desk, based on the success of the Procurement Help Desk. He also approved the Iraq National Monitoring System (INMS) that tracks Iraq's progress in meeting social, economic, and service delivery objectives, including Millennium Development Goals, that were approved as part of the National Development Plan.

Events: USAID-*Tarabot* project engaged in a variety of activities during April:

- **Total Events:** USAID-*Tarabot* teams held 133 events, including 8 workshops and 125 meetings.
- **Locations:** 80 of these events were in Baghdad, 1 in Wasit, 1 in Najaf, and 1 in Karbala. 50 events were delivered in Basrah.
- **Institutions:** a total of 7 government institutions were involved in USAID-*Tarabot* activities in April; representing 4 ministries and 3 Governorate offices.
- **Tarabot Technical Teams:** 9 events were implemented by Procurement Advisory Unit in support of the Ministry of Planning, 123 events were implemented by the Oil Sector Revenue Team, and 1 by the IDMS Team.

I. RAPID IMPROVEMENTS OF THE OIL SECTOR REVENUES

During April, 2016 USAID-Tarabot continued moving forward with the implementation of its technical assistance program to the Ministry of Oil (MoO) and its state companies by identifying and implementing high-priority interventions to bolster oil revenues.

I.1 Implementation of Critical Projects

I.1.1 Provide Technical Assistance to MoO to Implement Technically Challenged and Troubled Export Projects

Expedite Completion of JICA SEALINE: (SOC): The JICA SEALINE project continues to lag between mediation meetings. SOC delegation met this month with the new management of Leighton Company in Dubai. They aim to conclude all issues related to the on-shore part of the project. They will view and assess the condition of the equipment held by the contractor. USAID-Tarabot is still trying to collect info from follow on meeting held in Dubai to resolve the remaining issues of the contract dispute.

- **Expedite the Commission of Single Point Mooring #5 (SPM-5) / Shipwreck Removal (SOC):** The SOC is still unhappy with the contractor, Mammoet's, removal of their salvage barge for operational recertification. The SOC wants a guarantee from the contractor, (which, due to internal restructuring, has ceded the remaining work to subsidiary Kool Mammoet), that they will recommence the work. This issue has been kicked back from the SOC to the MoO legal department for review. *Tarabot* is struggling to get updated information for this project from SOC.

- **Reduce Number of Days of Weather Outages:**

This month saw exciting progress in the direction of attaining *Tarabot's* Weather Outages Assessment & Recommendations Report, approved by SOC and the General Company for Ports of Iraq (GCPI). The five-fold recommendations developed as follows this month:



- **Tugboats Captains Training:** With the award going to Nautitec, a German company based in Hamburg, USAID-Tarabot has been diligently working to attain visas for 22 candidates to attend the training, currently anticipated for late May. *Tarabot* will enjoy a cost-share arrangement with the GOI for the travel costs of participants.
- **Tugboats:** The tender for this procurement, like many others, faces the challenge of inadequate funding available. However, USAID-Tarabot is assisting the SOC to explore alternative funding options. The most promising option would be a lease-to-own payment plan, and Chevron Texaco has already expressed interest in this. However, a formal viability study of the different payment options (outright purchase, deferred payment plan, lease-to-own) must be conducted before the DG can take any decision to move forward with this tender. In the meantime, *Tarabot* will continue with assisting SOC to prepare pertinent SBDs or other prequalification material.

- **Standard Operating Procedures (SOPs):** The development of these SOPs is integrated as a deliverable of the training being held in Germany for tugboat pilots and captains. During the first phase of training, a manual will be developed and delivered to SOC and GCPI one week after the conclusion of the training for review and approval.
- **Mooring points:** The prototype of the tugboat mooring point is complete and awaiting installation. Unfortunately due to seasonal heavy winds and subsequent rough water during the month of April, this prototype has not yet been installed. As soon as the weather abates enough for safe transport, the mooring point will be installed. An additional 19 mooring points will be manufactured based on the results of performance of the prototype.
- **Ship Mooring Boats:** South Oil Company has completed the installation of cranes at Khor Al Amiriyah Oil Terminal, and Al Basrah Oil Terminal, to store and deploy its four tanker-mooring boats. *Tarabot* identified the specialized boats as a significant asset in improving tanker loading time, and has worked with SOC to commission and install them on the terminals. Again, however, April is the most severe month of rough weather, and these small boats cannot operate in such severe seas. Once the rough weather abates slightly, GCPI can more often use these mooring boats to secure tanker mooring lines-- instead of the hit-and-miss rope-firing guns—to minimize berthing operation time.



1.1.2 Improve MoO capacity in implementation of Technically Challenged and Troubled Refinery Projects

- **Basrah Incomplete Refinery Boiler System (SRC):** This month, the shipment of crates from Nebraska Boilers to SRC was officially removed from the scope of work of Iranian contractor Sazeh, freeing up *Tarabot's* ability to engage further with this aspect of the project, and removes additional obstacles to receiving an additional three crates needed by Nebraska Boilers. SRC has already begun the process to expedite the shipment of these needed crates. SRC is finding *Tarabot* assistance to be valuable when dealing with American companies, and also asked *Tarabot* to interface with Nebraska Boilers on training and commissioning for the boilers. *Tarabot* will also assist with the SBD for the completion of the internal works for the project, which will be part of the work completed by Sazeh.
- **Basrah Excess Salt Content Inhibiting Near and Long Term Production (SRC):** Work this month continued on the Basrah Excess Salt Content In Crude Oil project. Piping was added on Crude Unit #1 for a wash water injection after the crude feed pumps. This modification was a result of *Tarabot's* analysis that showed that the crude and wash water were not mixing well; this inexpensive modification will improve



desalting, and reduce maintenance and fuel costs. If the desalting improves enough then it won't be necessary to add a second stage of desalting, which would save around \$15 M for the three Crude Units. The inspection of CDU-I found the crude and water mixing to be out of spec, and evidence of poor desalting in other equipment. *Tarabot* is analyzing the issues, and ensuring that solutions are implemented. Fixing and recalibrating multiple smaller issues are essential steps to overall system performance improvement.

I.2 Improve MoO Procurement Procedures and Processes

I.2.2 Assist MoO in Preparing New Tenders

- **Rehabilitation of the turbine units at Zubair I – SOC**
Last month, the first draft of this SBD was prepared during a workshop and *Tarabot* met with SOC several times to review and improve the draft. This month, the Deputy of the Head of Engineering Division reiterated that the Engineering Division needs confirmation from the Material Division that it does not currently hold in stock any of the items to be procured, and confirmed that the Cost Estimation Department will work on the costing. Following these steps the finalized SBD will be sent to the Commercial Division for announcement. The project has financial allocations of \$18.5 million USD from the Financial Division in the SOC from the operational budget of 2016.
- **Purchase of Six Tugboats – SOC:** This month, Disagreements continue regarding the mechanism for purchase of “Six High Capacity Tugboats.” The SOC nominated a delegation to visit the MoP to allocate at least 20% of the project from the 2016 budget, with the remaining funded through alternate methods. In the meantime, *Tarabot* will try to encourage a viability study of the different funding options. Deferred payments, an option considered previously, is no longer viable, as it conflicts with current Iraqi regulations. Other options are to purchase using standard LC methods (something not possible due to the fiscal crisis and lack of funding), utilize a lease-to-own payment plan, or to simply rent the tugboats (a clean but expensive option). The SOC will collate the specific details of each of these options and send to the ministry to select their preferred method, after which the SOC DG will approve kickoff of the prequalification process.
- **New 21 Km crude oil pipeline from Zubair to SRC:** This month, SRC continues to evaluate proposals submitted by SCOP for implementation of the “New 21 km oil pipeline from Zubair to SRC” tender. SRC requested a few clarifications on some of the proposals, and the two entities are communicating to finalize.
- **Fuel Oil for Furnace – SRC:** The SRC informed *Tarabot* that this project is not listed in the 2016 budget and therefore will not be implemented until 2017. Regardless, *Tarabot* has already assisted to finalize the SBDs for the EPC, Turnkey of Works. Once SRC adds the remaining requirements, the tender would be ready for posting when funds are available.
- **Desalination of Sea Water – SRC:** This month, SRC removed this tender as a standalone tender and allocated it as an appendix to an existing contract, held by Techno Export Company, for construction of the refinery's Fourth Refining Unit. As such, this project will be completed by Techno Export Company as a part of their work. This allows this project, identified as a top priority for SRC, to get underway immediately. There was no budget for it as a standalone project under the 2016 MoO budget.

- **Flare Gas Recovery and New Flare Stack – MRC:** This month, *Tarabot* completed the combination of the technical SOWs for the recovery unit and the new flare stack. The 100 page document covers all technical requirements of engineering and will serve as a template for future tenders. A new cost estimate is being prepared, and will conclude the following month. Analyses of cost-estimation information revealed that the refinery's existing flare constructed in 2013 cost \$8 M and provides 10% of the capacity required. This means that the cost of adding two flare stacks at MRC could be \$25 M. Their original cost estimate was \$5 M.
- **Nitrogen unit - MRC:** With *Tarabot* assistance, the SBD of the EPC-Turnkey of Works has been finalized. MRC is reviewing the document before taking the next step to posting.

1.2.3 Adopt and Implement Effective Procurement System

- **Organizational Structure:** This month USAID-*Tarabot* provided a copy of the organization structure as per MoP instruction, which was sent to SCOP DG for his review and approval. In the meantime, SOC is still reviewing and refining *Tarabot*'s recommendations for a proposed restructure of their procurement department. Meanwhile, OPC issued an administrative order to start immediately restructuring their procurement department this month. 
- **Procurement plan:** This month, SOC prepared an official letter reflecting the progress made in drafting their procurement plans for both investment and operational budgets. SOC is still reviewing and refining *Tarabot* recommendations to post their 2016 procurement plan on their procurement webpage.
- **MoP Regulations and Instructions:** USAID-*Tarabot* completed a regulation workshop for OPC and set of technical meetings at Baghdad and Basrah locations for members from oil companies such as SCOP and SOC to explain MoP 2014 regulations of government contracts.
- **Performance Indicators:** Much was accomplished this month in regards to performance indicators adoption. Following SCOP's adoption of performance indicators last month, they have prepared a draft report of performance indicators, which USAID-*Tarabot* will review. Meanwhile, *Tarabot* also met with chief of OPC's subcommittee along with representatives from their Procurement and Stores department to discuss procurement performance indicators, and how these can be utilized as base of evaluation of progress, and how acceptable deviation from which can be established at a fixed percentage. OPC prepared an internal memo to the DG to receive approval for this. 
- **SBDs:** This month, USAID-*Tarabot* also provided technical assistance to SOC on a tender to install an additional 16 tanks at al-Fao Depot (this is separate from the ongoing delayed project to install 16 tanks). They explained the criteria for the evaluation process, and 

completing the prequalification SBD data sheet. SBDs will be applied for this tender, and Tarabot has already begun to assist with the design of the invitation letters according to the specifications of the project and funding preferences of SOC.


1.3 Improve Projects Execution

1.3.1 Provide TA to MoO to Improve Implementation of Ongoing delayed Projects

- **Al-Fao Depot – 16 tanks – SCOP (increases crude oil storage capacity by 360,000 bpd):** This month, SCOP with a direct support by USAID-Tarabot completed the Bill of Quantities (BoQ) with cost section for pricing of remaining work. Meanwhile, a draft of the recovery plan was completed and USAID-Tarabot will revise the plan and submit it to SCOP for approval.
- **Al-Fao Depot (implemented by Ibn Majed) – 8 tanks – SOC (increases crude oil storage capacity by 180,000 bpd):** This month, SOC approved Tarabot's recovery plan for this project, and Tarabot is now working to implement it along with SOC management.
- **Al-Lhaes and Al-Sabaa field extension project SCOP (increase crude oil production by 180 thousand bpd):** This month, USAID-Tarabot followed up on the financial constraints facing the Al-Lhaes & Al-Sabaa field extensions project. The funding allocated out of the 2016 federal budget is \$32.7 million USD and \$12 million respectively, but these funds have still not been transferred to SCOP. SCOP needs to liaise with the Planning department, and Tarabot will assist to follow up with the MoP to release this funding. Meanwhile, USAID-Tarabot discussed the draft recovery plan with SCOP and their comments will be added to the final draft.
- **Nahr Bin Omar Field construction – SOC (initial capacity of the field 50 thousand bpd):** This month, Tarabot submitted recovery plan for Nahr Bin Omar project was approved by SOC, and Tarabot's team met with SOC to initiate the plan's first steps. First, Tarabot will assist with a cost estimation of the remaining work, followed by scheduling of this work. In the meantime Tarabot will assist with continuing its support to delegate authorities to lower levels within SOC in order to empower project managers and engineers with more ability to manage the work.
- **Nitrogen Production Unit (1500 NM3 /hr) Civil work:** The MRC this month gave positive feedback about Tarabot's recovery plan of their Nitrogen Production Unit project, and formal approval is expected soon. In the meantime, the contractor for the EP



(engineering and procurement) work is surveying the foundation for the unit in order to verify the needed piping, as *Tarabot* suggested.

- **Oil products pipeline (Shoaeba-Baghdad) pump stations (SCOP pipeline available capacity 28 thousand bpd):** At the OPC, USAID-*Tarabot* met with OPC officials and engineers, all of whom are members of the committees for commissioning of the Al-Shoeba-Baghdad pipelines pump stations project, to discuss the financial and technical obstacles of the project. SCOP has several outstanding payments they owe OPC since the beginning of 2016 that have still not been paid, and *Tarabot* recommended OPC send SCOP a checklist of the missing work of the project. *Tarabot* will assist OPC in liaising with SCOP to discuss these issues, and recommended to SCOP that they make completion of OPC's checklist of missing work their first priority.
 - **Liquid petroleum gas unit project – SRC (production 200 ton gas liquid for the west hydrocarbon output from operation units):** This month, USAID-*Tarabot* continued following the impact of the official warning letter by SRC to the contractor (a *Tarabot* recommendation). The contractor has promised to start the work during the next few days. This is a great success for the project. Meanwhile, USAID-*Tarabot* visited SRC's LPG project to begin the application of the project recovery plan, since its approval earlier this month. The first step is to construct a new work plan for the remaining work and to update the project schedule.
- 
- **Raw water treatment in Qarmat Ali project-SRC (second pipe line to supply the water to SRC):** SRC cancelled the contract with the contractor, whose delay precipitated SRC to freeze the L/C for the project. This project has now been moved to be integrated with the Basrah Refinery Expansion Project. The project will be renamed, and reflect the new combined capacity of 3000 m³/hr. This change order was approved by MoO.
 - **Increasing the capacity of the Basrah refinery project - SRC Increasing the capacity of the Basrah refinery to 280 000 barrels / day:** SRC is attempting to apply a change order upon the project's contract, and a meeting was held with the head of the Civil Unit to discuss these changes. *Tarabot* will follow up with SRC the procedures, and updating the project plan according to the approved change order. *Tarabot* also recommended negotiating with the contractor to ensure the change order does not cause project cost to exceed by more than 20% the original cost.

1.3.2 Assist MoO to Implement Project Management Urgent Systems

- **Cost Estimation for Tenders and Projects:** This month USAID-*Tarabot* discussed with MRC the drafted process maps for finalization and the draft of the troubleshooting quick guide. MRC's Quality Control manager will bring these maps to the MRC DG for discussion and approval. *Tarabot* will meet with MRC during the next month to implement the plan and start work on drafting the troubleshooting guide. In the meantime, USAID-*Tarabot* visited OPC to assist in the follow up of the establishment of a cost estimation department within their entity. *Tarabot* guided OPC on the use and value of conducting a SWOT analysis, which *Tarabot* recommends in order to keep the establishment of such a new department underway and on track, and to underscore its

value. *Tarabot* will be assisting to develop the unit's organizational structure, duties for each section, and how to build capacity to finish the work.

- **Utilization of Primavera for project scheduling:**

This month USAID-*Tarabot* held a planning and scheduling workshop using Primavera P6 for different departments in the MoO. Participants learned how to add projects and activities, incorporate calendars and resources, and update progress and print reports. Excitingly this month, USAID-*Tarabot* received the final, formal approval and instructions from SCOP DG to establish a Primavera unit within the entity. With the previous approval by MoO HQ, this now allows for the physical establishment to take place, and *Tarabot* plans to celebrate its opening with SCOP on May 10th. 2016.



1.3.3 Assist MoO to Implement the PMP Certificate Program

In April, USAID-*Tarabot* completed two PMP test preparation sessions (2 days each) in Baghdad and Basrah. 30 participants attended these follow up sessions, and a total of 31 candidates are currently waiting the Ministerial order to send them for the 35-credit-hours workshop outside Iraq which is a pre-requisite for taking the PMP exam.

1.4 Improve internal policies, regulations and administrative functions

1.4.1 Enhance Roles, Responsibilities and Lines of Authority

Lines of Authorities: This month, USAID-*Tarabot* continued working with MoO and its companies to delegate and transfer particular authorities from both the Minister of Oil to DGs of oil companies. The Head of the Steering Committee approved the recommendation of authorities to delegate from MoO to SOEs, and passed up to Minister of Oil for final approval. However, Dr. Fayyad insists on a second committee to evaluate and provide a recommendation on these named authorities. *Tarabot* is trying to gather more information about who should compose this second committee, and how *Tarabot* can be involved to provide clarification or feedback as needed and keep the processes moving.

Otherwise, *Tarabot* is engaged to help identify and delegate needed authorities at SOEs, as an integrated part of the project recovery plans developed for delayed projects.

1.4.2 Assist MoO to streamline Internal Regulations and Procedures

1.4.3 Assist MoO/SCOP and OPC to Adopt Administrative Reforms

- **Work with SCOP management to implement ISO 9001 Quality Management System (QMS):** USAID-*Tarabot* continued this month to guide SCOP in the ISO certification process, and the implementation of the Quality Management System in pursuit of ISO 9001 certification by providing on-the-job-training for SCOP's Quality Division internal auditors. The conclusions of the audit reports were discussed, with special attention to those that indicated the



need for corrective, preventive or improvement actions. SCOP Quality Division internal auditors are now being taken through the follow-up correction process, looking for nonconformities flagged in the audit reports. In related news *Tarabot* received a copy of the official letter that directs SCOP's Performance Evaluation and Quality department as well as the Procurement department to start the communication with certification bodies, for the third party evaluation of the QMS implementation.

- **Work with the OPC task force to review and develop the pipelines maintenance and inspection procedures:** There was good progress and welcome news this month regarding the drafted six new engineering inspection procedures. The OPC DG approved these 6 new procedures.

2. IRAQ DEVELOPMENT MANAGEMENT SYSTEM (IDMS)

2.1 Support the MoP to Adopt IDMS

2.1.1 Establishment of the IDMS Help Desk at MoP

This month saw noteworthy progress, and a great show of support for the IDMS system. The Minister of Planning (MoP) officially approved the Iraq Development Management System (IDMS), and called for its immediate use on all capital investment projects. This approval of this system is the culmination of extensive work by the MoP, USAID-*Tarabot*, and the Synergy company.



With the official go-ahead, USAID-*Tarabot* is overseeing the input of the final 2000 projects of the government's investment portfolio. The IDMS team at the MoP has already trained extensively with *Tarabot*, and has successfully run pilot projects with ministries and entities. They will now spearhead the establishment of an IDMS Help Desk to troubleshoot, and provide advice to all government organizations. The Ministry allocated extended office space this month, and \$20,000's worth of computer facilities to enable this to happen quickly. Like the USAID-*Tarabot* Public Procurement Help Desk, it is expected to lead the way in implementing the system and sustaining its use. IDMS will be present at all levels where significant public money is spent, such as directorates, governor's offices, and committees. For the present its primary users will be ministry HQs and governorates. This is a major step for the government's ability to manage as much as \$30 Billion of annual public investments.

3. SUPPORT TO MOP'S PROCUREMENT HELP DESK

3.1 MoP capacity building

With the historic approval of the MoP-developed SBDs for use across all GoI institutions, *Tarabot* is assisting to roll out these SBDs to other GOI entities, as well as to facilitate their translation into English.

3.1.1 Development of Public -Private Partnership PPP

This month, MoP officially approved the roll out of SBD training across the country. The USAID-*Tarabot*-trained MoP Help Desk TOTs will be leading the effort, taking this procurement revolution to all provinces. *Tarabot* accompanied this month the team of DGGC to Karbala, Najaf and Wasit provinces to identify the training requirements on SBDs. MoP will issue the training schedule for provinces and establish a team of TOTs to implement the program in May.

3.1.3 Development of Public Procurement ToT Program

This Month, *Tarabot* assisted to complete a three-day workshop for SCOP regarding Letters of Credit, their operation and use, pertinent forms needed based on what kind of L/C is under use, as well as different methods of international trade payments. 34 individuals from their commercial, contracts, project management, finance, legally and purchases departments attended. This training was led by a graduate, from the MoIM, of *Tarabot's* advanced procurement TOT program, demonstrating encouraging use and sustainability of the skills imparted by *Tarabot's* past initiatives to expand the government's procurement capacity.



During this month, in cooperation with MoP – DGGC, *Tarabot* completed the first stage of several workshops on 2014 regulations no.2 of “Implementing Government Contracts”. There were 32 attendees (28 male, 5 female) from the MoEI – South Distribution Directorate and its departments in southern provinces (Basrah, Maysan, Muthanna, Dhi Qar). The second stage of these workshops will be in May 2016.

Tarabot continues working with the MoP to adopt and implement *Tarabot's* procurement reform program. This month the DGGC sent an official letter to the MoO Inspector General and six MoO entities (SRC, SOC, MRC, IDC, OPC, and SCOP) asking for their cooperation to establish committee for restructuring and unifying their procurement departments.

USAID-*Tarabot* also trained 15 participants from MoP-DGGC this week on the SBDs of IT systems. As with most standard SBD workshops, this training went over the technical requirements of the IT SBD, including detailed general information, how to fill the special conditions for this particular SBD, writing up requirements, and its associated forms. With 19 different types of SBDs, workshops of this nature are important in order to equip MoP staff with detailed familiarity and expertise regarding the differing kinds, and where and

when they should be utilized. USAID-*Tarabot* will followed-up with the attendees to apply this document on a practical example, and how to evaluate such document in an evaluating committee.

PROJECT ADMINISTRATION

Staffing, Deployment, Registration

As of April 30, USAID-Tarabot employed 61 local staff, and five expatriate staff, one of whom is on a short-term assignment.

Security

The usual small incidents continuing in and around Baghdad were eclipsed this month by massive protests that culminated in a storm of the IZ and Iraqi Parliament by thousands of protestors on April 30. Though mostly non-violent, the government declared an official state of emergency, which lasted for more than a day before protestors were disbanded. There remains severe dissatisfaction by Iraqis at the handling of the reforms promised by PM Al-Abadi. Parliament so far has done nothing with the proposed change of most ministers to replace current officials with technocrats, and citizens continue to protest what they view is broken promises and a continuation of corruption.

Though affected by the road closures, Tarabot staff members were unharmed and largely unaffected, and MSI's security profile remains strong.

Visa/ Badges

This month USAID-Tarabot applied for two grey badges. One yellow badge is in process, and one yellow badge is ready for pick-up.

Property

Pending Requests:

Second Disposition request: Sensitive equipment in two divisions:

1. List of Motorola radios, GPSs & Thuraya Phones: Sallyport have submitted an offer to buy it. These radios have been under Sallyport's custody since Tijara purchased it, Tijara transferred these to USAID-Tarabot when they closed out)

2. List of Vests, Helmets, Motorola radios, GPRS & Thuraya Phone etc....) which have been purchased by MSI, we are waiting USAID instructions regarding its disposition.

This request is still outstanding with USAID despite several reminders over the last eight months. Unfortunately the identified vendor for purchase, Sallyport, is no longer interested in the equipment. This disposition will need to be revoked and resubmitted with an alternate method of disposition.

The disposition of 18 armored vehicles:

MSI has 18 D class Armored Vehicles. Per US Regulations these are classified and cannot be given or sold to the private sector or an alien government. They can only be given to the government or to a contractor on a USG Contract. The vehicles are registered to Private Security Company (PSC), Sallyport Global Services; because only PSCs have the authority to register armored vehicles with the GoI.

The vehicles are registered in two Iraqi Directorates, the Directorate of Registration and Evaluating the Private Security Companies (PSC) and Customs under Sallyport; which means Sallyport is legally responsible and held accountable for these vehicles. MSI proposed to return these vehicles directly to USAID Iraq, since they have ownership of them. But according to Iraqi Ministry of Interior (Mol) regulations for orange plated vehicles, the PSC must donate them to the Iraqi Government or re-export them outside the country. There is no third option.

USAID-*Tarabot* is in the process of requesting permission from the Iraqi government to be exempted from Mol regulation. This would allow the destruction of the vehicles locally at Baghdad International Airport (BIAP), or to be donated back to USAID. *Tarabot* is also clarifying the exact cost to ship these vehicles out of Iraq for destruction.

Upcoming Requests:

USAID-*Tarabot* is preparing an exhaustive, final disposition request which will include all remaining equipment and items under *Tarabot*'s possession, to be donated for close-out. This is expected in the coming month.

APRIL, 2016 USAID-TARABOT LIST OF ACTIVITIES

Code	Team	Department	ACTIVITY	Type	Start Date	End Date	Province	Ministry	Total participants
WAJ0300	Oil Sector Team	Project Management	Workshop	Cost Estimation	4/3/2016	4/7/2016	Basrah	MoO-SRC	17
WAJ0301	Oil Sector Team	Project Management	Workshop	Primavera	4/3/2016	4/12/2016	Basrah	MoO-SOC	10
WAR0387	Oil Sector Team	Procurement	Workshop	Standards Bidding Documents	4/10/2016	4/14/2016	Basrah	MoO-IDC	25
WAR0388	Procurement With MoP	Procurement	Workshop	Regulations 2014	4/17/2016	4/21/2016	Basrah	MoEI	32
WAR0389	Procurement With MoP	Procurement	Workshop	Standards Bidding Documents	4/17/2016	4/21/2016	Baghdad	MoP	16
WAR0390	Oil Sector Team	Procurement	Workshop	Letter of credit (LC) & inco terms	4/25/2016	4/27/2016	Baghdad	MoO-SCOP	33
WAR0391	Oil Sector Team	Procurement	Workshop	Regulation & Instruction	4/20/2016	4/21/2016	Baghdad	MoO-OPC	21
WAR0392	Oil Sector Team	Procurement	Workshop	Procurement	4/24/2016	4/25/2016	Baghdad	MoO-MRC	15
MAC0478	Oil Sector Team	Technically Challenged Projects	Meeting	Action Plan	4/24/2016	4/24/2016	Basrah	MoO-SOC	4
MAC0479	Oil Sector Team	Technically Challenged Projects	Meeting	Action Plan	4/24/2016	4/24/2016	Basrah	MoT-GCPI	2
MAC0480	Oil Sector Team	Technically Challenged Projects	Meeting	Action Plan	4/25/2016	4/25/2016	Basrah	MoO-SOC	3
MAC0481	Oil Sector	Technically	Meeting	Action Plan	4/27/2016	4/27/2016	Basrah	MoO-SOC	5

Code	Team	Department	ACTIVITY	Type	Start Date	End Date	Province	Ministry	Total participants
	Team	Challenged Projects							
MAR0633	Oil Sector Team	Regulatory Reform	Meeting	Regular Meeting	4/13/2016	4/13/2016	Baghdad	MoO	1
MAR0634	Oil Sector Team	Regulatory Reform	Meeting	Regular Meeting	4/17/2016	4/17/2016	Baghdad	MoO-MRC	2
MAR0635	Oil Sector Team	Regulatory Reform	Meeting	Regular Meeting	4/19/2016	4/19/2016	Basrah	MoO-SRC	2
MAR0636	Oil Sector Team	Regulatory Reform	Meeting	Regular Meeting	4/20/2016	4/20/2016	Basrah	MoO-SRC	3
MAT3180	Oil Sector Team	Organization development	Meeting	Technical	4/3/2016	4/3/2016	Baghdad	MoO-SCOP	3
MAT3181	Oil Sector Team	Procurement	Meeting	Technical	4/3/2016	4/3/2016	Baghdad	MoO-OPC	2
MAT3183	Oil Sector Team	Procurement	Meeting	Technical	4/3/2016	4/3/2016	Baghdad	MoO-MRC	2
MAT3184	Procurement With MoP	Procurement	Meeting	Technical	4/3/2016	4/3/2016	Baghdad	MoP	3
MAT3185	Oil Sector Team	Technically Challenged Projects	Meeting	Technical	4/3/2016	4/3/2016	Basrah	MoT-GCPI & MoO- SOC	4
MAT3186	Oil Sector Team	Organization development	Meeting	Technical	4/3/2016	4/3/2016	Baghdad	MoO-SCOP	4
MAT3187	Oil Sector Team	Procurement	Meeting	Technical	4/4/2016	4/4/2016	Basrah	MoO-SOC	5
MAT3188	Oil Sector Team	Technically Challenged Projects	Meeting	Technical	4/4/2016	4/4/2016	Basrah	MoO-SOC	1
MAT3189	Oil Sector Team	Project Management	Meeting	Technical	4/4/2016	4/4/2016	Baghdad	MoO-SCOP	4
MAT3190	Oil Sector Team	Organization development	Meeting	Technical	4/4/2016	4/4/2016	Baghdad	MoO-SCOP	3
MAT3191	Oil Sector Team	Procurement	Meeting	Technical	4/4/2016	4/4/2016	Baghdad	MoO-MRC	2

Code	Team	Department	ACTIVITY	Type	Start Date	End Date	Province	Ministry	Total participants
MAT3192	Oil Sector Team	Organization development	Meeting	Technical	4/4/2016	4/4/2016	Baghdad	MoO-SCOP	4
MAT3193	Oil Sector Team	Organization development	Meeting	Technical	4/5/2016	4/5/2016	Baghdad	MoO-SCOP	4
MAT3194	Oil Sector Team	Procurement	Meeting	Technical	4/5/2016	4/5/2016	Basrah	MoO-SOC	5
MAT3195	Oil Sector Team	Project Management	Meeting	Technical	4/3/2016	4/3/2016	Baghdad	MoO	15
MAT3196	Oil Sector Team	Project Management	Meeting	Technical	4/4/2016	4/4/2016	Baghdad	MoO	14
MAT3197	Oil Sector Team	Project Management	Meeting	Technical	4/6/2016	4/6/2016	Baghdad	MoO-SCOP	6
MAT3198	Oil Sector Team	Project Management	Meeting	Technical	4/7/2016	4/7/2016	Baghdad	MoO-MRC	1
MAT3199	Oil Sector Team	Project Management	Meeting	Technical	4/7/2016	4/7/2016	Baghdad	MoO-OPC	1
MAT3200	Oil Sector Team	Organization development	Meeting	Technical	4/6/2016	4/6/2016	Baghdad	MoO-OPC	3
MAT3201	Oil Sector Team	Organization development	Meeting	Technical	4/7/2016	4/7/2016	Baghdad	MoO-OPC +MoO-SCOP	3
MAT3202	Oil Sector Team	Organization development	Meeting	Technical	4/7/2016	4/7/2016	Baghdad	MoO-SCOP	6
MAT3203	Oil Sector Team	Organization development	Meeting	Technical	4/10/2016	4/10/2016	Baghdad	MoO-SCOP	6
MAT3204	Oil Sector Team	Project Management	Meeting	Technical	4/10/2016	4/10/2016	Basrah	MoO-SRC	5
MAT3205	Oil Sector Team	Organization development	Meeting	Technical	4/11/2016	4/11/2016	Baghdad	MoO-SCOP	6
MAT3206	Oil Sector Team	Project Management	Meeting	Technical	4/11/2016	4/11/2016	Baghdad	MoO-SCOP	2
MAT3207	Oil Sector Team	Procurement	Meeting	Technical	4/11/2016	4/11/2016	Basrah	MoO-SOC	3
MAT3208	Oil Sector Team	Procurement	Meeting	Technical	4/6/2016	4/6/2016	Baghdad	MoO-SCOP	5

Code	Team	Department	ACTIVITY	Type	Start Date	End Date	Province	Ministry	Total participants
MAT3209	Oil Sector Team	Procurement	Meeting	Technical	4/6/2016	4/6/2016	Baghdad	MoO-SCOP	2
MAT3210	Oil Sector Team	Procurement	Meeting	Technical	4/6/2016	4/6/2016	Baghdad	MoO-MRC	11
MAT3211	Oil Sector Team	Procurement	Meeting	Technical	4/7/2016	4/7/2016	Baghdad	MoO-MRC	11
MAT3212	Oil Sector Team	Technically Challenged Projects	Meeting	Technical	4/7/2016	4/7/2016	Basrah	MoO-SRC	2
MAT3213	Oil Sector Team	Procurement	Meeting	Technical	4/10/2016	4/10/2016	Baghdad	MoO - OPC	2
MAT3214	Oil Sector Team	Project Management	Meeting	Technical	4/10/2016	4/10/2016	Basrah	MoO-SRC	5
MAT3215	Oil Sector Team	Procurement	Meeting	Technical	4/10/2016	4/10/2016	Baghdad	MoO-MRC	2
MAT3216	Oil Sector Team	Project Management	Meeting	Technical	4/11/2016	4/11/2016	Basrah	MoO-SOC	1
MAT3217	Oil Sector Team	Project Management	Meeting	Technical	4/11/2016	4/11/2016	Baghdad	MoO-SCOP	2
MAT3218	Oil Sector Team	Technically Challenged Projects	Meeting	Technical	4/11/2016	4/11/2016	Basrah	MoT-GCPI & MoO- SOC	4
MAT3219	Oil Sector Team	Organization development	Meeting	Technical	4/6/2016	4/6/2016	Baghdad	MoO	1
MAT3220	Oil Sector Team	Project Management	Meeting	Technical	4/7/2016	4/7/2016	Basrah	MoO	16
MAT3221	Oil Sector Team	Organization development	Meeting	Technical	4/7/2016	4/7/2016	Baghdad	MoO	1
MAT3222	Oil Sector Team	Project Management	Meeting	Technical	4/10/2016	4/10/2016	Basrah	MoO	16
MAT3223	Oil Sector Team	Project Management	Meeting	Technical	4/12/2016	4/12/2016	Basrah	MoO-SRC	3
MAT3224	Procurement With MoP	Procurement	Meeting	Technical	4/10/2016	4/10/2016	Baghdad	MoP	5

Code	Team	Department	ACTIVITY	Type	Start Date	End Date	Province	Ministry	Total participants
MAT3225	Procurement With MoP	Procurement	Meeting	Technical	4/11/2016	4/11/2016	Baghdad	MoP	5
MAT3226	Oil Sector Team	Organization development	Meeting	Technical	4/12/2016	4/12/2016	Baghdad	MoO-MRC	2
MAT3227	Oil Sector Team	Project Management	Meeting	Technical	4/10/2016	4/10/2016	Baghdad	MoO-SCOP	2
MAT3228	Oil Sector Team	Project Management	Meeting	Technical	4/11/2016	4/11/2016	Baghdad	MoO - OPC	3
MAT3229	Oil Sector Team	Project Management	Meeting	Technical	4/13/2016	4/13/2016	Basrah	MoO-SOC	2
MAT3230	Oil Sector Team	Procurement	Meeting	Technical	4/13/2016	4/13/2016	Basrah	MoO-SRC	5
MAT3231	Oil Sector Team	Procurement	Meeting	Technical	4/13/2016	4/13/2016	Basrah	MoO-SOC	7
MAT3232	Oil Sector Team	Procurement	Meeting	Technical	4/13/2016	4/13/2016	Baghdad	MoO-SCOP	5
MAT3233	Oil Sector Team	Procurement	Meeting	Technical	4/13/2016	4/13/2016	Baghdad	MoO-MRC	1
MAT3234	Oil Sector Team	Procurement	Meeting	Technical	4/14/2016	4/14/2016	Baghdad	MoO-SCOP	5
MAT3235	Oil Sector Team	Organization development	Meeting	Technical	4/14/2016	4/14/2016	Baghdad	MoO-SCOP	3
MAT3236	Oil Sector Team	Procurement	Meeting	Technical	4/14/2016	4/14/2016	Basrah	MoO-SOC	2
MAT3237	Oil Sector Team	Project Management	Meeting	Technical	4/14/2016	4/14/2016	Baghdad	MoO-SCOP	2
MAT3238	Oil Sector Team	Organization development	Meeting	Technical	4/14/2016	4/14/2016	Baghdad	MoO-SCOP	6
MAT3239	Oil Sector Team	Procurement	Meeting	Technical	4/14/2016	4/14/2016	Baghdad	MoO - OPC	2
MAT3240	Oil Sector Team	Project Management	Meeting	Technical	4/14/2016	4/14/2016	Baghdad	MoO-MRC	2
MAT3241	Oil Sector Team	Procurement	Meeting	Technical	4/17/2016	4/17/2016	Baghdad	MoO-SCOP	5

Code	Team	Department	ACTIVITY	Type	Start Date	End Date	Province	Ministry	Total participants
MAT3242	Oil Sector Team	Organization development	Meeting	Technical	4/17/2016	4/17/2016	Baghdad	MoO-SCOP	3
MAT3243	Oil Sector Team	Procurement	Meeting	Technical	4/17/2016	4/17/2016	Baghdad	MoO - OPC	2
MAT3244	Oil Sector Team	Organization development	Meeting	Technical	4/17/2016	4/17/2016	Baghdad	MoO-SCOP	6
MAT3245	Oil Sector Team	Procurement	Meeting	Technical	4/18/2016	4/18/2016	Baghdad	MoO-SCOP	5
MAT3246	Oil Sector Team	Organization development	Meeting	Technical	4/18/2016	4/18/2016	Baghdad	MoO-MRC	5
MAT3247	Oil Sector Team	Procurement	Meeting	Technical	4/18/2016	4/18/2016	Baghdad	MoO-MRC	1
MAT3248	Oil Sector Team	Technically Challenged Projects	Meeting	Technical	4/18/2016	4/18/2016	Basrah	MoO-SRC	2
MAT3249	Oil Sector Team	Organization development	Meeting	Technical	4/18/2016	4/18/2016	Baghdad	MoO - OPC	1
MAT3250	Oil Sector Team	Project Management	Meeting	Technical	4/18/2016	4/18/2016	Baghdad	MoO - OPC	2
MAT3251	Oil Sector Team	Technically Challenged Projects	Meeting	Technical	4/18/2016	4/18/2016	Basrah	MoT-GCPI	3
MAT3252	Oil Sector Team	Procurement	Meeting	Technical	4/19/2016	4/19/2016	Baghdad	MoO - OPC	2
MAT3253	Oil Sector Team	Organization development	Meeting	Technical	4/19/2016	4/19/2016	Baghdad	MoO-SCOP	6
MAT3254	Oil Sector Team	Project Management	Meeting	Technical	4/18/2016	4/18/2016	Baghdad	MoO-SCOP	3
MAT3255	Oil Sector Team	Project Management	Meeting	Technical	4/18/2016	4/18/2016	Baghdad	MoO	5
MAT3256	Oil Sector Team	Technically Challenged Projects	Meeting	Technical	4/19/2016	4/19/2016	Basrah	MoT-GCPI	3
MAT3257	Oil Sector Team	Organization development	Meeting	Technical	4/18/2016	4/18/2016	Basrah	MoO-IDC	2

Code	Team	Department	ACTIVITY	Type	Start Date	End Date	Province	Ministry	Total participants
MAT3258	Oil Sector Team	Organization development	Meeting	Technical	4/19/2016	4/19/2016	Basrah	MoF-Customs	2
MAT3259	Oil Sector Team	Organization development	Meeting	Technical	4/19/2016	4/19/2016	Basrah	MoF-Customs	3
MAT3260	Oil Sector Team	Organization development	Meeting	Technical	4/20/2016	4/20/2016	Basrah	MoF-Customs	2
MAT3261	Oil Sector Team	Organization development	Meeting	Technical	4/20/2016	4/20/2016	Baghdad	MoO-SCOP	5
MAT3262	Oil Sector Team	Organization development	Meeting	Technical	4/24/2016	4/24/2016	Baghdad	MoO-SCOP	5
MAT3263	Oil Sector Team	Procurement	Meeting	Technical	4/24/2016	4/24/2016	Baghdad	MoO-SCOP	3
MAT3264	Oil Sector Team	Procurement	Meeting	Technical	4/24/2016	4/24/2016	Basrah	MoO-SOC	3
MAT3265	Procurement With MoP	Procurement	Meeting	Technical	4/24/2016	4/24/2016	Najaf	Najaf GO	3
MAT3266	Procurement With MoP	Procurement	Meeting	Technical	4/24/2016	4/24/2016	Karbala	Karbala GO	3
MAT3267	Oil Sector Team	Organization development	Meeting	Technical	4/25/2016	4/25/2016	Baghdad	MoO-SCOP	5
MAT3268	Oil Sector Team	Procurement	Meeting	Technical	4/25/2016	4/25/2016	Basrah	MoO-SRC	1
MAT3269	Oil Sector Team	Project Management	Meeting	Technical	4/25/2016	4/25/2016	Baghdad	MoO - OPC	4
MAT3270	Oil Sector Team	Project Management	Meeting	Technical	4/25/2016	4/25/2016	Baghdad	MoO-MRC	1
MAT3271	Oil Sector Team	Procurement	Meeting	Technical	4/25/2016	4/25/2016	Basrah	MoO-SOC	3
MAT3272	Procurement With MoP	Procurement	Meeting	Technical	4/26/2016	4/26/2016	Wasit	Wasit GO	2
MAT3273	Oil Sector Team	Procurement	Meeting	Technical	4/26/2016	4/26/2016	Basrah	MoO-SOC	2
MAT3274	Oil Sector Team	Project Management	Meeting	Technical	4/25/2016	4/25/2016	Baghdad	MoO-SCOP	1

Code	Team	Department	ACTIVITY	Type	Start Date	End Date	Province	Ministry	Total participants
MAT3275	Oil Sector Team	Project Management	Meeting	Technical	4/25/2016	4/25/2016	Baghdad	MoO-SCOP	2
MAT3276	Oil Sector Team	Project Management	Meeting	Technical	4/24/2016	4/24/2016	Baghdad	MoO - OPC	5
MAT3277	Oil Sector Team	Procurement	Meeting	Technical	4/26/2016	4/26/2016	Baghdad	MoO-MRC	2
MAT3278	Oil Sector Team	Project Management	Meeting	Technical	4/26/2016	4/26/2016	Baghdad	MoO-SCOP	4
MAT3279	Oil Sector Team	Procurement	Meeting	Technical	4/26/2016	4/26/2016	Basrah	MoO-SRC	2
MAT3280	Oil Sector Team	IDMS	Meeting	Technical	4/24/2016	4/24/2016	Baghdad	MoP	16
MAT3281	Oil Sector Team	Project Management	Meeting	Technical	4/25/2016	4/25/2016	Basrah	MoO-SRC	7
MAT3282	Oil Sector Team	Project Management	Meeting	Technical	4/26/2016	4/26/2016	Basrah	MoO-SOC	3
MAT3283	Oil Sector Team	Technically Challenged Projects	Meeting	Technical	4/26/2016	4/26/2016	Basrah	MoO-SRC	2
MAT3284	Oil Sector Team	Procurement	Meeting	Technical	4/27/2016	4/27/2016	Basrah	MoO-SOC	2
MAT3285	Oil Sector Team	Project Management	Meeting	Technical	4/27/2016	4/27/2016	Basrah	MoO-SOC	1
MAT3286	Oil Sector Team	Project Management	Meeting	Technical	4/27/2016	4/27/2016	Basrah	MoO-SCOP	1
MAT3287	Oil Sector Team	Technically Challenged Projects	Meeting	Technical	4/28/2016	4/28/2016	Basrah	MoO-SOC	5
MAT3288	Oil Sector Team	Procurement	Meeting	Technical	4/27/2016	4/27/2016	Baghdad	MoO-MRC	2
MAT3289	Oil Sector Team	Procurement	Meeting	Technical	4/28/2016	4/28/2016	Baghdad	MoO-MRC	2
MAT3290	Oil Sector Team	Organization development	Meeting	Technical	4/28/2016	4/28/2016	Baghdad	MoO-MRC	2

Code	Team	Department	ACTIVITY	Type	Start Date	End Date	Province	Ministry	Total participants
MAT3291	Oil Sector Team	Procurement	Meeting	Technical	4/28/2016	4/28/2016	Baghdad	MoO-SCOP	3
MAT3292	Oil Sector Team	Procurement	Meeting	Technical	4/28/2016	4/28/2016	Basrah	MoO-SOC	3
MAT3293	Oil Sector Team	Project Management	Meeting	Technical	4/27/2016	4/27/2016	Baghdad	MoO-MRC	2
MAT3294	Oil Sector Team	Project Management	Meeting	Technical	4/28/2016	4/28/2016	Baghdad	MoO-SCOP	5
MAT3295	Oil Sector Team	Project Management	Meeting	Technical	4/28/2016	4/28/2016	Baghdad	MoO-SCOP	3
MAT3296	Oil Sector Team	Project Management	Meeting	Technical	4/28/2016	4/28/2016	Baghdad	MoO	1
MAT3297	Procurement With MoP	Procurement	Meeting	Technical	4/28/2016	4/28/2016	Baghdad	MoP	2